

Agency Activity Inventory
by Agency
Appropriation Period: FY 2006-07

Agency: N20 - Law Enforcement Training Council

Functional Group: Law Enforcement & Criminal Justice

1070 Training - Basic/Mandated Activity

The Basic Training functions coordinate and oversee all students attending mandated basic training classes (Basic Law Enforcement, Basic Jail, Special Basic, Limited Duty, Basic E-911, and Coroners); re-schedules officers to return for training, if dismissed for failure, medical or personal reasons; schedules coroners classes; and maintains training files for magistrates. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-028. The legislation/regulations establishes the purpose of the Criminal Justice Academy through the mandate and provision for statewide basic and in-service training of all law enforcement officers and/or criminal justice personnel as defined within the law and regulations.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$1,584,696	\$0	\$0	\$0	\$0	\$1,584,696	22.00

Expected Results:

Law Enforcement personnel are provided the basic foundational training necessary for certification of the individual officers and enhancement of the overall profession toward the improved protection and welfare of the citizens of South Carolina.

Outcome Measures:

CJA will offer approximately 40 Basic level classes each training year to include Basic Law Enforcement Training, Basic Jail Training, Coroner Training, and E-911 Training. These courses include approximately 2,100 – 2,200 attendees and produce approximately 1,800-1,900 successful graduates, annually.

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1071 Training - Regional Activity

Regional Services provide management and administration of regional external programs through decentralized facilities throughout the state. The regional training sites will provide in-service and advanced training in the midlands, upstate, and low country. Regional training efforts are supported by a network of partnerships to include state, federal and local entities. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-028. The legislation/regulations establishes the purpose of the Criminal Justice Academy through the mandate and provision for statewide basic and in-service training of all law enforcement officers and/or criminal justice personnel as defined within the law and regulations.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$297,342	\$0	\$0	\$0	\$0	\$297,342	5.00

Expected Results:

Non-CJA trainers will offer 150-200 courses annually through seven (7) primary regional sites, which include (1) Anderson County Sheriffs' Office Training Center; (2) Greenville Technical College – Greer Campus; (3) York County Sheriffs' Office Training Center; (4) Horry-Georgetown Technical College – Grand Strand Campus; (5) Orangeburg Technical College; (6) Mt. Pleasant Police Department; and (7) Sumter County Detention Center Training Facility. There are numerous secondary sites, as well as four Distance Learning sites; York County Sheriff's Office, Horry-Georgetown Technical College – Grand Strand Campus, Greenville Technical College – Greer Campus, and the CJA.

Outcome Measures:

Approximately 200-250 courses annually will be offered to facilitate and comply with in-service and re-certification requirements of approximately 10,000 first-line law enforcement officers statewide who must receive a minimum of 40 hours of in-service training every three years for certification renewal. Approximately 3,200 officers successfully complete distance learning efforts to include RADAR and DataMaster certification/recertification as well as other teleclasses, telecourses and teleconferences offered annually. Through technological advancements provided by a three year technology grant, the regional services division continues to institute interactive classes throughout the state via the CJA's distance learning platform.

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1072 Training -Advanced/Specialized Activity

The Advanced and Specialized Component of the Training Section coordinates instructional and support staff in the research, development and implementation of advanced training programs which is concentrated into five broad areas of study: behavioral sciences, domestic violence investigations, forensic investigations, traffic safety, and violence and drug awareness/School Resources Officer (SRO) disciplines. The Law Enforcement Training Act and Regulations is found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-028. The legislation/regulations establishes the purpose of the Criminal Justice Academy through the mandate and provision for statewide basic and in-service training of all law enforcement officers and/or criminal justice personnel as defined within the law and regulations.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$1,256,656	\$0	\$0	\$0	\$0	\$1,256,656	15.00

Expected Results:

Adequate in-service training opportunities are provided to ensure and facilitate mandatory requirements for certification renewal in an effort to upgrade and professionalize law enforcement in South Carolina, to further the protection and welfare of the citizens of South Carolina, and to provide training and certification of all SC law

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enforcement officers in an environment conducive to learning.

Outcome Measures:

Approximately 98 - 100 courses (field and campus) will be offered annually to facilitate and comply with in-service and re-certification requirements of approximately 10,000 first-line law enforcement officers statewide who must receive a minimum of 40 hours of in-service training every three years for certification renewal. This activity produces approximately 2,000 successful graduates annually.

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1073 Training - Range Operations Activity

The main emphasis of the Range Operations activity is to provide firearms, driving and practical problems instruction in the mandated areas of Basic training as well as in-service training in these critical and high liability areas. In addition, Range Operations supports instructor and advanced level courses to include Firearms and Driving Instructor and Advanced Firearms Courses. The Law Enforcement Training Act and Regulations is found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-028. The legislation/regulations establishes the purpose of the Criminal Justice Academy through the mandate and provision for statewide basic and in-service training of all law enforcement officers and/or criminal justice personnel as defined within the law and regulations.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$669,695	\$0	\$0	\$0	\$0	\$669,695	8.00

Expected Results:

Provide training in critical and high liability areas such as firearms, driving, and practical problems, training to South Carolina law enforcement officers attending the Academy, to upgrade and professionalize law enforcement in South Carolina, to further the protection and welfare of the citizens of South Carolina, and to provide training and certification of all SC law enforcement officers in an environment conducive to safety and learning.

Outcome Measures:

Firearms and driving components of training are successfully completed by all basic law enforcement candidates for certification, approximately 1,200 – 1,500 annually. Advanced firearms and driving components of training are successfully completed by all certified law enforcement candidates for instructor level certification, approximately 200 -250 annually; in-service and recertification requirements are successfully met for veteran officers and instructors, approximately 300 – 350 instructors recertified annually.

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1074 Registrar Activity

The Office of the Registrar serves the South Carolina law enforcement community by providing timely and accurate admissions, registration and officer certification and compliance services. This program area implements and enforces POST (police officer standards) as they relate to the certification and de-certification of SC law enforcement officers and monitors and tracks officer employment, training and certification compliance. Further, this section provides scheduling of facilities, development of the master training schedule for CJA, and assistance and support of advanced and specialized courses. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-23-10 thru 23-23-80 and 38-001 through 38-028. The legislation/regulations establishes the purpose of the Criminal Justice Academy through the mandate and provision for statewide basic and in-service training and certification of all law enforcement officers and/or criminal justice personnel as defined within the law and regulations. The South Carolina Code of Laws 23-28-10 through 23-28-120 governs Reserve Police Officers training.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$656,275	\$0	\$0	\$0	\$0	\$656,275	16.00

Expected Results:

A database of law enforcement officer employment and training records is established and maintained throughout the career of the individual officer and is available for review and reference by CJA staff and within limits to the employing agencies administrators and trainers. Internal and External Processes have been and continue to be studied and reviewed, resulting in possible changes in staffing, policies, procedures, forms, and perhaps legislation/regulations. Specific attention is being requested and given to officer misconduct and the adequate, required and protected sharing of information between employing agencies, the Criminal Justice Academy, and other law enforcement agencies (See Certification & Compliance (State Assistance)).

Outcome Measures:

Approximately 2,000 - 2,300 candidates/applicants are reviewed for eligibility and screened for admissions each year, resulting in some 1,200 - 1,500 new database files for new officers. These files are added to the more than 10,000 active files which are maintained and kept current as employment and training is tracked for on-going certification, re-certification and de-certification. Approximately 1200 new certifications are issued annually, and an average of 4,000 certifications are renewed. Compared to approximately 1,000 - 1,200 veteran officers being hired from one department to another annually, there are approximately 3,000 separations from employment. Of those, approximately 300 (10%) are unfavorable, involuntary and/or involving misconduct (See Certification & Compliance (State Assistance)).

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1075 Media/Library Activity

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Media produces and delivers electronic training to support instructional staff and advanced field training through distance learning programs. This unit is comprised of a media library, video production studio and field production equipment, post-production and editing facilities, CJA website development, and computer based instructional support. This program area is critical and pivotal in cost reduction efforts through conversion of onsite instruction to distance learning formats. Media also includes the CJA Library, which serves students, staff, and the public with reference, audio, and visual material. Recent post production equipment upgrades have enhanced the production, broadcast, and distribution of telecourses, teleclasses and video based programming.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$560,844	\$0	\$0	\$0	\$0	\$560,844	8.00

Expected Results:

Adequate in-service, advanced and specialized training opportunities are provided in various sites and formats to ensure and facilitate mandatory requirements for certification renewal in an effort to upgrade and professionalize law enforcement in South Carolina, to further the protection and welfare of the citizens of South Carolina, and to provide training and certification of all SC law enforcement officers in an environment conducive to learning.

Outcome Measures:

All law enforcement officers in the state receive at least one of the programs offered by CJA Media annually in the form of the mandated "Legal Update" teleclass. DataMaster and Radar Recertification teleclasses, along with mandated CDV training, are offered within an established delivery system made possible through a partnership with the SC Educational Television Network which includes approximately 160 law enforcement downlink sites. In addition, opportunities are provided through the satellite system for all law enforcement officers state-wide for advanced and specialized training programs on a variety of topics through 2-3 hour teleclasses, as well as longer running, multipart telecourses. These programs vary from patrol and investigative subjects to administration and management. media began the product broadcast and distributing of video programming in support of the new SC Law Enforcement Instruction.

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1076 Standards and Testing Activity

The central mission of the Instructional Standards and Support Services (ISSS) Section is regulatory in nature. Quality assurance of course work afforded to South Carolina law enforcement officers relative to content and presentation is the primary responsibility of this division as well as the establishment of administrative guidelines for law enforcement training in SC. Critical components of the program are academic testing, instructional delivery format, accreditation compliance, policy development and administration of the Reserve Officer Training Program. The South Carolina Code of Laws 23-28-10 through 23-28-120 governs Reserve Police Officers training. In addition to regulatory functions performed by Standards and Testing this unit has developed a Leadership Training Program for law enforcement, corrections and detention officers. The training is segmented as follows: First Line Leadership, Mid-Level Leadership, Executive Leadership, Leadership Distance Learning Seminar Series and the National Leadership Summit. The unit also hosts the annual National Conference on Testing and Measurement for Law Enforcement.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$497,058	\$0	\$0	\$0	\$0	\$497,058	8.25

Expected Results:

Ensures quality, consistency and defensibility of both CJA and field agency training programs, thereby further enhancing the security and well-being of the citizens of South Carolina.

Outcome Measures:

Evidenced in the increased standardization of training delivery throughout the Law Enforcement community and the validation of that training by way of the demonstrated linkage of content to the essential job functions of South Carolina Law Enforcement.

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1077 Food Service Activity

Prepares and presents daily meals and breaks for student body and staff involved in the routine, daily training programs and activities on-going at CJA. Daily meals and breaks for Inmate staff and supervisors are also the responsibility of the food service program as is graduation receptions, special luncheons and receptions, and occasional awards functions associated with the DPS/CJA mission and staff. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-028.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$743,012	\$0	\$0	\$0	\$0	\$743,012	6.00

Expected Results:

Food Service needs which are requested and approved within budget and a reasonable time frame are met and exceeded with more than adequate choices and options and in such a way that complaints and criticism are minimal. Food service support is available and on-going every weekday for 50 of the 52 weeks of the year, excluding: the week of July 4 (Monday – Friday); Thanksgiving Day and the day after (Thursday & Friday); and the week of Christmas (Monday – Friday).

Outcome Measures:

In compliance with all pertinent state and federal food service guidelines, to include DHEC (Department of Health and Environmental Control) regulations and the SC Consolidated Procurement Code, the food service activity includes preparation and service of 3 meals daily (breakfast, lunch and dinner on Monday thru Thursday; and breakfast and lunch on Friday) for a daily student body and staff count of 350-450 (depending on the meal and

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training schedule) for an annual total of approximately 250,000 meals annually.

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1078 Student Housing Activity

The Student Housing function provides housing accommodations for that portion of the Academy student body requiring overnight lodging while in training. Three dormitory buildings can house 360 students nightly. Also included in this activity is the coordination and operation of an in-house laundry facility, the student store, linen exchange, lost and found, as well as participation in registration and orientation. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-028.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$100,273	\$0	\$0	\$0	\$0	\$100,273	2.00

Expected Results:

Safe and adequate housing is available for eligible residents (law enforcement candidates/officers) in training at the Criminal Justice Academy for basic and/or in-service training. Student Housing is available and on-going every weekday for 50 of the 52 weeks of the year, excluding: the week of July 4 (Monday – Friday); Thanksgiving Day and the day after (Thursday & Friday); and the week of Christmas (Monday – Friday).

Outcome Measures:

Through routine inspections and student feedback, housing facilities are maintained and monitored to ensure consistent safety and cleanliness as well as timely repair. The 360 beds are blocked and assigned in a way to achieve and balance maximum utilization and availability as dictated by budget limitations and level of on-going training. Students are monitored and disciplined through a demerit system to ensure a safe and harmonious living environment conducive to study and learning.

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1079 Facilities Planning & Maintenance Activity

The Facilities Planning & Maintenance Section is responsible for CJA Capital Improvements and Compliance as well as Facilities Maintenance, plant operations, renovations, repairs and construction at the Academy. In addition, the section provides and maintains a fleet of training vehicles and operates a maintenance garage and range complex support. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-6-10 et. seq. and 38-001 through 38-

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$2,928,484	\$0	\$0	\$0	\$1,000,000	\$1,928,484	15.00

Expected Results:

In FY05 DPS entered into a Memorandum of Understanding with the FBI and SLED whereby the FBI would provide \$400,000 to be utilized for renovation of our Weapons Range in exchange for use of the range. In FY06 the Academy was given \$1.5 million by the Legislature for dormitory renovations and was also given \$2 million from the Sinking Fund which funded a project to improve the drainage, repair and resurface Geology Road from Broad River Road down to the Academy Range Complex. Work was started on the Range Renovations funded by the FBI and phase I of the Dormitory Renovations was completed.

Outcome Measures:

The Academy complex is monitored, maintained, renovated and kept operational for the 50 training weeks per year which the Academy offers. Maintenance and planning responsibilities include day-to-day cleaning, up-keep and repairs to the facility as well as managing the capital projects.

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1080 Homeland Security Activity

Homeland Security training will improve the state, regional and local capabilities to respond to critical incidents utilizing the National Incident Management System (NIMS) improving interoperability compliance and uniformed response during single and multi-jurisdictional events. The Law Enforcement Training Act and Regulations are found in South Carolina Code of Laws 23-6-10 et. And 38-001 through 38-028.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	0.00

Expected Results:

Improved command and control during critical incidents involving single and multi-jurisdictional events utilizing the Incident Command System (ICS) ensuring coordinated communication and response methodology.

Outcome Measures:

CJA was awarded \$ 1 million dollars to be used to provide Specialized Law Enforcement Training and Exercises throughout South Carolina. Courses and facilities will be identified, scheduled and advertised, students registered and courses delivered.

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1752 Administration

Provides administrative services to the Academy by: promoting leadership and guidance, utilizing technology to improve business processes, ensuring we have a knowledgeable workforce, managing facilities in the most effective and efficient way. South Carolina Code of Laws Title 23.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$597,365	\$0	\$0	\$0	\$0	\$597,365	0.00

Expected Results:

Administrative policies and procedure are followed consistently throughout the Council. Analysis, data, and information is disseminated on a timely basis; external entities receive accurate and timely data; workforce is well informed and knowledgeable of all administrative requirements.

Outcome Measures:

Administrative policies and procedure are followed consistently throughout the department. Analysis, data, and information is disseminated to Divisions on a timely basis; external entities receive accurate and timely data; workforce is well informed and knowledgeable of all administrative requirements.

EXPLANATION:

Act 317 of 2006 created the Law Enforcement Training Council.

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1753 Certification/Non-Compliance Support

Certification & Compliance (State Assistance) supports screening and review of candidates for law enforcement training and certification as well as the collection and monitoring of reported information surrounding both voluntary and involuntary separations of veteran officers. Special focus and attention is being given to officer misconduct and certification eligibility as provided in the SC Code of Laws and Regulations, - 23-23-10 through 23-23-80 and 38-001 through 38-028.

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Total	General Funds	Federal Funds	Supp. Funds	CRF	Other Funds	FTEs
\$683,665	\$103,665	\$0	\$0	\$580,000	\$0	3.00

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Expected Results:

Additional employees are being added to provide adequate support of the monitoring and facilitation of certification and compliance laws, regulations and guidelines. Increased effort and assistance is being afforded to gathering, organizing and presenting information to support review and determination of eligibility or ineligibility for certification as a law enforcement officer in South Carolina.

Outcome Measures:

Approval and funding have been provided and earmarked for the addition of three full-time employees and the significant overall upgrade, supplement and/or replacement of automation and technology to include a document management system to more efficiently collect, organize, manipulate and monitor employment, training and certification eligibility and compliance of more than 14,000 active law enforcement officers in SC. Legal and misconduct reviews have increased from 151 in FY05 to 524 in FY06. Three new positions have been posted and more than 250 applications received for screening, interview and selection for employment. A preliminary draft is in preparation for a solution-based RFP for a replacement of the current automated Law Enforcement Training System (LETS).

EXPLANATION:

Received additional State funding as a result of a certification review committee appointed by the governor.

AGENCY TOTALS
Law Enforcement Training Council

TOTAL AGENCY FUNDS	TOTAL GENERAL FUNDS	TOTAL FEDERAL FUNDS	TOTAL OTHER FUNDS
\$11,575,365	\$103,665	\$1,000,000	\$8,891,700
	TOTAL SUPPLEMENTAL FUNDS	TOTAL CAPITAL RESERVE FUNDS	TOTAL FTEs
	\$0	\$1,580,000	108.25